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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, May 2, 2013 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	06/06/2013

MEMBERS PRESENT

Danielle Benson, New Castle County, Professional Member, Chairperson
Donna Klimowicz, New Castle County, Professional Member, Vice Chairperson (9:34 a.m. – 12:37 p.m.)
Barbara Brodoway, New Castle County, Public Member
Tom Burns, Kent County, Professional Member
Doug Doyle, Kent County, Professional Member
Casey Price, Sussex County, Professional Member
Tim Riale, Sussex County, Professional Member
Michael Rushe, Kent County, Public Member (9:34 a.m. – 11:45 a.m.)
Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Eileen Kelly, Deputy Attorney General
Jessica Williams, Administrative Specialist II

MEMBERS ABSENT

Tammy Reagan, Sussex County, Professional Member

ALSO PRESENT

Regina Lundeen, Delaware Association of Realtors
Bobbi Slagle, Kent County Association of Realtors Education Committee
Vincent White, Delaware Real Estate Commission

CALL TO ORDER

Ms. Benson called the meeting to order at 9:34 a.m.

Welcome New Public Member Michael Rushe

Committee introductions took place to benefit the new Kent County public member, Michael Rushe.

REVIEW OF MINUTES

Ms. Woerner moved, seconded by Mr. Riale, to approve the April 4, 2013 minutes as presented. Motion unanimously carried.

NEW BUSINESS

Review of Negative Course Provider Applications

This item was tabled until the June 6, 2013 meeting.

Review of Course Provider Applications

Mr. Burns moved, seconded by Ms. Woerner, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Course Provider: Sterling Education Services

Course Title: Landlord-Tenant Law **Approved for Module(s) 6 and/or 7**

Credit Hours: 8.0

Module(s): 6 and/or 7

Course Provider: 360training.com, Inc.

Course Title: Bad Loans – Predatory and Fraud **Approved for Module 7 Only**

Credit Hours: 3.0

Module: 7

Course Title: Qualifying Buyer and Property

Approved for Module(s) 6 and/or 7

Credit Hours: 3.0

Module(s): 6 and/or 7

Course Title: Community Ethics

Approved

Credit Hours: 3.0

Module: 2

Course Provider: Ward & Taylor, LLC

Course Title: Understanding the Agreement of Sales **Approved**

Credit Hours: 6.0

Module(s): 3 and/or 7

Course Provider: Cogent Building Diagnostics

Course Title: Hot Topics **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Long & Foster Institute of Real Estate

Course Title: Negotiating Workshop **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Helping Seller Clients Make Better Decisions

Denied – Maryland Specific

Credit Hours: 3.0

Module: 7

Course Title: FHA 203K Renovation Loans

Approved

Credit Hours: 3.0

Module: 7

Course Title: How to Have a Smooth Settlement **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Understanding Addenda & When to Use **Approved for Module(s) 3 or 7**

Credit Hours: 3.0

Module(s): 3 and/or 7

Course Title: FHA Foreclosures **Approved for Module(s) 6 or 7**

Credit Hours: 3.0

Module(s): 6 and/or 7

Course Title: Tax Implications for Buyers and Sellers of Real Estate **Approved**

Credit Hours: 1

Module: 7

Course Title: Assisting the Internet Customer **Approved**

Credit Hours: 1

Module: 7

Course Title: Using the Tax Deferred Exchange **Approved for Module(s) 6 or 7**

Credit Hours: 1

Module(s): 6 and/or 7

Course Title: How to Sell a Short Sale **Approved for Module(s) 6 or 7**

Credit Hours: 3.0

Module: 7

Course Title: Delaware Statewide Agreement of Sale **Approved**

Credit Hours: 3.0

Module: 3

Course Title: NAR Quadrennial Code of Ethics **Approved**

Credit Hours: 3.0

Module: 2

Course Title: Breaking Communication Barriers **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Association of Realtors School

Course Title: Accredited Luxury Home Specialist (ALHS) **Approved for Modules 6 and/or 7**

Credit Hours: 6.0

Modules: 6 and 7

Mr. Doyle moved, seconded by Mr. Riale, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Course Title: How to Structure a Lease Purchase **Denied – Pennsylvania Specific**
Credit Hours: 6.0
Modules: 6 and 7

Mr. Burns moved, seconded by Ms. Woerner, to recommend approval, denial or tabling, of the following item noted below. Motion unanimously carried.

Course Title: Property Management & Managing Risk **Approved for Modules 6 and/or 7**
Credit Hours: 6.0
Modules: 6 and/or

Mr. Burns moved, seconded by Ms. Woerner, to recommend approval, denial or tabling, of the following item noted below. Motion carried with Mr. Riale and Mr. Doyle opposed.

Course Title: Qualifying a Seller to Sell **Approved for Modules 6 or 7**
Credit Hours: 3.0
Module(s): 6 or 7

Mr. Burns moved, seconded by Ms. Woerner, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Course Title: Stucco **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Sustainable Housing and Building Green **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Taxation of Residential Real Estate **Approved**
Credit Hours: 3.0
Module: 7

Course Title: 1031 Tax Deferred Exchanges **Approved for Modules 6 or 7**
Credit Hours: 3.0
Module(s): 6 or 7

Course Provider: New Castle County Board of Realtors
Course Title: Agency & Fair Housing: A Professional Double Hitter **Approved**
Credit Hours: 3.0
Module: 1

Course Title: Professional Standards – The Agony, Ecstasy & Ethics of Co-Broking **Approved**
Credit Hours: 3.0
Module: 2

Course Title: Understanding the Agreement of Sale **Approved**
Credit Hours: 3.0
Module: 3

Course Title: Office Management – Broker Responsibilities, Risk Reductions and Forms **Approved**
Credit Hours: 3.0

Module: 4

Course Title: Legislative Issues **Approved**
Credit Hours: 3.0
Module: 5

Course Title: Practical Tips for Listing Agents **Approved**
Credit Hours: 3.0
Module: 6

Course Title: Selling Fannie Mae and Foreclosed Homes **Approved for Modules 6 or 7**
Credit Hours: 3.0
Module(s): 6 and/or 7

Review of Instructor Applications

Mr. Burns moved, seconded by Mr. Rushe, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Eric Braunstein **Approved**
Continuing Education: Modules 1 - 6

Raymond Kyle **Approved**
Continuing Education: New Licensee Modules 1-4; Modules 1 – 6; Module 7 – Negotiation; Record Keeping; Technology; Sales Communication

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Mathematics

Julianne Murray **Approved**
Continuing Education: Module 3

Ms. Brodoway moved, seconded by Mr. Burns, to recommend approval, denial or tabling, of the following item noted below. Motion unanimously carried.

Jennifer Zelvin **Approved for Module 6 Only**
Continuing Education: Module 6

Mr. Burns moved, seconded by Mr. Rushe, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Carol Burns **Approved**
Continuing Education: New Licensee Modules 1 – 4; Modules 1-4, Module 6; Module 7 – Buyer Mastery; Seller Mastery; Upcalls; Short Sale & Foreclosures; Listing Presentation; REO's; Diagram of New Home Sales; Camp 4-4-3

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Real Estate Investment; Mathematics

Meaghan Hudson **Approved**
Pre-Licensing Course: Real Estate Law

John Takacs **Approved**
Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Buyer Mastery; Seller Mastery; Camp 4-4-3; Do Not Call; Upcalls; Short Sales and Foreclosures; Listing Presentations; REO's; Diagram of New Home Sales; You Pay You Stay, You Don't You Won't

Pre-Licensing Course
Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course
Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Real Estate Investment; Mathematics

J. Frank Peter **Approved Contingent upon Receipt of Resume**
Continuing Education: Module 7 – Building Performance/Maintenance; Building Evaluations and Defects; Building Health/Mold/Safety; Indoor Air Quality/ Energy Efficiency; Stucco/ Stone, Other Veneers; Green Construction/Building Design

Pre-Licensing Course: Orientation

Broker's Course: Legal & Governmental Aspects of Real Estate

Matthew Ward **Approved**
Continuing Education: Module 5

Arlene Benton **Approved**
Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Short Sales

Pre-Licensing Course: Orientation; Real Estate Law

Broker's Course: Real Estate Documents; Ethics; Legal & Governmental Aspects of Real Estate; Real Estate Investment

Review of Student Requests for Approval of Continuing Education Activities

Ms. Woerner moved, seconded by Mr. Burns, to recommend approval, denial or tabling, of the following items as noted below. Motion unanimously carried.

Student Name: George Beer **Denied – Course did not include Agency**
Course Title: Fair Housing: Risk Management & Landlords, Property Managers and Housing
Course Provider: Housing Opportunities of Northern Delaware Inc.
Credit Hours: 3.0
Module: 1

Student Name: Laura Nilsen **Denied – Course did not include Agency**
Course Title: Fair Housing: Risk Management & Landlords, Property Managers and Housing
Course Provider: Housing Opportunities of Northern Delaware Inc.
Credit Hours: 3.0
Module: 1

Student Name: Cindy Benjamin **Approved**
Course Title: Seller Representation (Newly Licensed Salesperson Module 3)
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module: 3

UNFINISHED BUSINESS

Update from the Commission – Ms. Benson

Ms. Benson requested that Ms. Kelly provide a brief update regarding the Rule revisions that are scheduled to take place. Ms. Kelly advised the Committee that there will be a hearing on July 13, 2013 regarding revisions to the Education Guidelines and Rules regarding the acceptance of the Broker's Pre-Licensing course for continuing education. The changes also include the Committee Composition, which would ultimately change the quorum and the length of appointment terms.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Mr. Riale raised concerns regarding the course approval process and how the Committee does not know who the instructor will be teaching the course. Mr. White suggested that the Committee draft standards or best practices for instructors and course providers that are not in the rules and regulations.

Ms. Brodoway suggested that the instructor's information be requested as part of the course provider application process. Ms. Klimowicz and Mr. Burns voiced their opinions regarding the Negative Course Provider Evaluation Process and believe that the process will assist the Committee in regards to the qualifications of the instructors. Ms. Benson suggested that the Committee wait until the current licensure cycle is completed (with the negative course provider process in place) to see how the process is going.

UNFINISHED BUSINESS

Continued Discussion Regarding Hosting an Informational Workshop for Course Providers

Mr. White addressed the Committee advising them that course providers and instructors need to be on the same page as to what the Commission's expectations are regarding continuing education as well as the application process. This course would not be mandatory, but would be highly recommended for any course providers, instructors, or potential instructors to attend.

Ms. Williams suggested that the information workshop be held in the afternoon on the same day as the Commission's Annual Seminar. The Committee decided that the informational workshop would be held from 1:00 p.m. until 4:00 p.m. on September 12, 2013 at Polytech.

The Committee observed a brief recess from 11:51 a.m. until 11:57 a.m.

Mr. White advised the Committee that they will be in charge of preparing topics for discussion. The Committee began preparing a draft outline for the informational workshop, which will be presented to the Commission during their May 9, 2013 meeting.

PUBLIC COMMENT

There was no public comment.

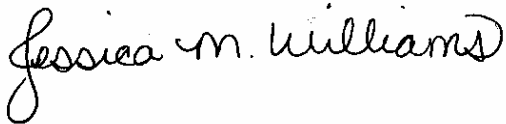
NEXT SCHEDULED MEETING

The next meeting will be held on Thursday, June 6, 2013 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Doyle moved, seconded by Ms. Brodoway, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 12:37 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica M. Williams
Administrative Specialist II